

## **EnergyStar Portfolio RFP – Questions and Answers**

Q: As stated in the Scope of Work in the abovementioned RFP, EnergyStar and Portfolio Manager will be conducted on no more than 130 state buildings. Will this entail EnergyStar Labeling (or certification) of those buildings that achieve an EnergyStar score of 75 or higher?

**A: Certification is not a component. Scope of work includes determining Btu savings; greenhouse gas reductions; and energy consumption reduction over time is. Collection of data from 2004 until one year after RE/EE upgrades in place is required.**

Q: If an EnergyStar score is desired for eligible buildings, data from the most recent 12 months is required; this is in conflict with the following statement from the abovementioned RFP: *Data is expected to be collected on the buildings from 2004 to one year after installations.* This suggests no certification, please clarify.

**A: No certification. The 2004 data collection to one year after installations is correct.**

Q: For the purposes of scheduling work, will the buildings with installations dating back to 2004 be affected by further retrofits or renewables done prior to 2011?

**A: The purpose of data collection from 2004 is to go back and look at energy use trend to current. Once retrofits occur, does this decrease the energy consumption and what percentage? The data collection from 2004 has to do with utility bills and overall energy consumption of those buildings and then determining as to whether there are energy consumption reductions after the installations funded by the ARRA funds. Is there a savings of 10 million BTU savings for every one thousand dollars spent? For example, what was the greenhouse gas reduction percentage?**

Q: A capital outlay plan for the next two fiscal years is desired for the issue above. Will this or an equivalent document be available to the awarded contractor?

**A: Upon negotiation with awarded contractor, a payment plan will be agreed upon which includes meeting specific milestone criterion. An example would be: Payment 1-50% of data collection obtained for all buildings; Payment 2-100% collection of data; Payment 3-50% of benchmarking report accomplished and submitted; Final Payment 4)100% of benchmarking report accomplished and submitted.**

Q: Is a state record of building areas (heated square-footage) available to the awarded contractor, or is this information the responsibility of the awarded contractor during onsite investigations? (Records should include major additions, demolitions, and other modifications to heated area)

**A: The square footages of the buildings are available and are attached. Any further information needed (i.e. major additions, demolitions, and other modifications to heated area) will have to be collected by the awarded contractor during onsite investigations. It is understood that there will**

**be some limitations on how much can be collected and that some data will not be able to be obtained (ex. some data will be missing).**

Q: Will the information reported by the NSOE to the DOE be in addition to the reports and information available through Portfolio Manager?

**A: The NSOE is responsible for reporting to the DOE. Part of our grant agreement is to conduct the EnergyStar Portfolio Manager. Components taken from the EnergyStar Benchmarking will be greenhouse gas reduction calculations; BTU savings; and energy consumption reductions as a result of the retrofitting and renewable energy installations.**

Q: If supplemental information is required (as mentioned above), beyond what is available from Portfolio Manager, will a unique report be required per building?

**A: The NSOE will need to compile an Excel spreadsheet that has energy consumption per year on each building to be able to calculate if there have been reductions in Energy Consumption over the years. This might be outside of the scope of EnergyStar Portfolio Manager but can be extrapolated from the data collected to provide the EnergyStar Portfolio Manager benchmark report.**

Q: If so, will this be the responsibility of the awarded contractor?

**A: The awarded contractor will provide a spreadsheet with the energy consumption data from 2004 to one year after installation; greenhouse gas reductions; and BTU savings. The attached file provides the names of the buildings; building locations/addresses; size of buildings (square footage); and age of buildings**

Q: Do you have information on the format of the energy use data for these 125+ buildings to be benchmarked? Does the State have the data and if so, what is the format Excel, any other data base form, paper bills, etc.)?

**A: Excel format. The State does not have the data (with the exception of buildings and grounds buildings has provided some which will be provided to the awarded contractor/consultant). It will need to be collected by contacting individual agencies in conjunction with contacting the utility company to obtain electricity bills. The attachment has the agency phone numbers. NSOE will assist in the process as needed, and/or if necessary.**

Q: Is the energy and space use (floor area, number of workers, etc.) data for these 125+ buildings in an electronic format such as a spreadsheet form?

**A: The attachment has the floor area (as square footage) via spreadsheet; number of workers will need to be obtained via onsite, or telephone correspondence, with the agency responsible for the building, and other pertinent information required to conduct benchmarking reporting.**

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